Michigan Deptartment of Treasury 496 (2-04) Auditing Procedures Report

Local Government	nt Type Towns	hip	Village	Other	Local Governme	ent Name			County	
Audit Date	_		Opinion E			Date Accou	ntant Report Submit	tted to State:		
accordance w	ith the	Statem	ents of	the Govern	mental Accou	unting Star		GASB) and th	e Uniform Rep	nents prepared in orting Format fo
We affirm tha	t:									
1. We have	complie	ed with t	ne <i>Bulleti</i>	n for the Au	ıdits of Local l	Units of Go	vernment in Mic	chigan as revise	d.	
2. We are co	ertified	oublic ac	countant	s registered	d to practice in	n Michigan.				
We further aff comments and			-	esponses h	nave been disc	closed in th	e financial state	ements, includir	g the notes, or i	n the report of
You must ched	k the a	pplicable	e box for	each item b	pelow.					
Yes	No	1. Cert	ain comp	onent units/	/funds/agencie	es of the lo	cal unit are excl	uded from the f	inancial statem	ents.
Yes	No		e are aco of 1980).	cumulated	deficits in one	e or more o	of this unit's un	reserved fund	balances/retaine	ed earnings (P.A
Yes	No		e are ins	stances of	non-complian	ce with the	e Uniform Acco	ounting and Bu	dgeting Act (P./	A. 2 of 1968, as
Yes	No						ither an order gency Municipal		he Municipal Fi	nance Act or its
Yes	No			-			do not comply amended [MC	=	requirements. (P.A. 20 of 1943
Yes	No	6. The	local unit	has been c	delinquent in d	listributing	tax revenues that	at were collecte	d for another ta	xing unit.
Yes	No	7. pens	ion bene	fits (norma	I costs) in the	current ye	ear. If the plan i	is more than 10	•	rent year earned I the overfunding ar).
Yes	No		local uni _ 129.24′		dit cards and	has not a	dopted an appl	icable policy a	s required by F	P.A. 266 of 1995
Yes	No	9. The	local unit	has not ad	opted an inves	stment poli	cy as required b	y P.A. 196 of 1	997 (MCL 129.9	95).
We have enc	losed t	he follo	wing:					Enclosed	To Be Forwarded	Not Required
The letter of o	comme	nts and i	ecomme	ndations.						
Reports on in	dividua	l federal	financial	assistance	programs (pro	ogram aud	its).			
Single Audit F	Reports	(ASLGI	J).							
Certified Public A	ccountar	ıt (Firm Na	me)							
Street Address							City		State ZIP Cod	
Accountant Signa	ature						<u> </u>		Date	

LIVINGSTON COMMUNITY WATER AUTHORITY

REPORT ON AUDIT OF FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2004

LIVINGSTON COMMUNITY WATER AUTHORITY

WATER AUTHORITY BOARD

Mark St. Charles
William Palmer
H.E. "Bud" Prine
Cathy Doughty
Cindy Pine
Mike Bitondo
Susan Daugherty
Athena Willets

WATER AUTHORITY ATTORNEY

Neal D. Nielsen, P.C.

WATER AUTHORITY AUDITORS

Pfeffer, Hanniford & Palka Certified Public Accountants

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PFEFFER • HANNIFORD • PALKA Certified Public Accountants

John M. Pfeffer, C.P.A. Patrick M. Hanniford, C.P.A. Kenneth J. Palka, C.P.A.

Members: AICPA Private Practice Companies Section MACPA 225 E. Grand River - Suite 104 Brighton, Michigan 48116-1575 (810) 229-5550 FAX (810) 229-5578

May 1, 2005

Livingston Community Water Authority Board 10001 Silver Lake Road Brighton, Michigan 48116

INDEPENDENT AUDITORS' REPORT

Honorable Board of Trustees:

We have audited the accompanying financial statements of the Livingston Community Water Authority as of and for the year ended December 31, 2004. These financial statements are the responsibility of the Authority Board. Our responsibility is to express an opinion on these financial statements based on the audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Livingston Community Water Authority, as of December 31, 2004, and the respective changes in financial position and cash flows, where applicable, thereof for the year end in conformity with accounting principles generally accepted in the United States of America.

As described in Note 9, the Authority has implemented a new financial reporting model as required by the provisions of Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis-for State and Local Governments*, as of December 31, 2004.

The Management's Discussion and Analysis on pages 6 through 9 is not a required part of the basic financial statements but is supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation. However, we did not audit the information and express no opinion on it.

PFEFFER, HANNIFORD & PALKA Certified Public Accountants

Pfeffer, Hanniford & Palka, P.C.

MANAGEMENT
DISCUSSION
AND
ANALYSIS

Management Discussion and Analysis December 31, 2004

Within this section of the Livingston Community Water Authority financial report, the Authority's management is providing a narrative discussion and analysis of the financial activities of the Authority for the fiscal year ended December 31, 2004. This narrative discusses and analyzes the activity within the context of the accompanying financial statements and disclosures following this section. The discussion focuses on the Authority's primary government and, unless otherwise noted, component units reported separately from the primary government are not included.

Overview of the Financial Statements

Management's Discussion and Analysis introduces the Authority's financial statements. The financial statements include all the statements required by the Governmental Accounting Standards Board and the notes to the financial statements. The Authority also includes in this report additional information to supplement the basic financial statements.

Government-wide Financial Statements

The Authority's annual reports include two Authority-wide financial statements. These statements provide both long-term and short-term information about the Authority's overall status. Financial reporting at this level uses a perspective similar to that found in the private sector with its basis in full accrual accounting and elimination or reclassification of internal activities.

The first of these statements is the Statement of Net Assets. This is the Authority-wide statement of position presenting information that includes all the Authority's assets and liabilities, with the difference reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Authority as a whole is improving or deteriorating. Evaluation of the overall health of the Authority may extend to various non-financial factors as well.

The second government-wide statement is the Statement of Activities which reports how the Authority's net assets changed during the current fiscal year. The design of this statement is to show the financial reliance of the Authority's distinct activities or functions on the revenues generated by the Authority.

The Authority's financial reporting includes all the funds of the Authority (primary government) and, additionally, organizations for which the Authority is accountable (component units). Since the Authority's sole purpose is to operate and manage a water system, only one fund is maintained. Thus, there are no fund financial statements prepared by the Authority.

Notes to the financial statements

The accompanying notes to the financial statements provide information essential to a full understanding of the financial statements.

Financial Analysis of the Authority as a Whole

The Authority's net assets at the end of the fiscal year were \$10,780,140. This is a \$231,161 decrease over last year's net assets of \$11,011,301. This is the first full year of financial statements prepared by the Authority. Therefore, comparative financial statements were not prepared.

The following tables provide a summary of the Authority's financial activities and changes in net assets:

Summary of Net Assets

	12/31/2004
Current and other assets	\$ 77,673
Restricted assets	381,931
Capital assets, net	10,426,867
Total assets	10,886,471
Accounts payable	355
Due to member townships	105,976_
Total liabilities	106,331
Net assets:	
Invested in capital assets	10,426,867
Unrestricted	353,273
Total net assets	\$ 10,780,140

Summary of Changes in Net Assets

	12/31/2004
Operating revenues	\$ 37,621
Operating expenses System operations Administrative Total operating expenses	281,321 16,927 298,248
Operating (loss)	(260,627)
Non-operating revenues, net	29,466
Change in net assets	(231,161)
Beginning net assets	11,011,301
Ending net assets	\$ 10,780,140

The Authority incurred a large operating loss (\$231,161) due to the system being relatively new, but incurring \$261,508 of depreciation.

Capital contributions by member townships were not made in the current fiscal year.

Capital and Debt Administration

The Authority incurred \$6,528,416 of construction costs related to the completion of the water system. These construction costs were paid using the member township contributions received in the prior year.

The Authority itself does not have any long-term debt. However, the individual member townships have issued debt over the years to finance their portion of capital contributions that were required to form the Authority.

Economic Factors and Next Year's Goals

The population in the service area is expected to grow with new users being regularly added to the system. The system is relatively new, and expects major changes in it's financial condition in the foreseeable future.

Contacting the Authority's Financial Management

This report is designed to provide a general overview of the Authority's financial position and comply with finance-related regulations. If you have further questions about this report or request additional information, please contact the Authority at 10001 Silver Lake Road, Brighton, Michigan 48116.

LIVINGSTON COMMUNITY WATER AUTHORITY STATEMENT OF NET ASSETS DECEMBER 31, 2004

	<u>ASSETS</u>		
CURRENT ASSETS- UNRESTRICTED Cash Accounts receivable - water Accounts receivable - member townships		\$ 59,756 17,259 658	
Total current assets- unrestricted			\$ 77,673
CURRENT ASSETS (RESTRICTED) Cash - construction			381,931
CAPITAL ASSETS Land Well, building and distribution		298,233 10,460,324 10,758,557	
Less accumulated depreciation		 331,690	
Net capital assets			 10,426,867
Total assets			10,886,471
	LIABILITIES		
CURRENT LIABILITIES Accounts payable Notes payable - member townships		\$ 355 105,976	
Total current liabilities			 106,331
	NET ASSETS		
NET ASSETS Invested in capital assets		\$ 10,426,867	

The accompanying notes are an integral part of these financial statements

Total net assets

353,273

\$ 10,780,140

Unrestricted

LIVINGSTON COMMUNITY WATER AUTHORITY STATEMENT OF ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2004

OPERATING REVENUES Billings	<u>\$</u>	37,621
OPERATING EXPENSES Depreciation Contracted labor - operators Additional labor costs Meters and supplies Water tests Repairs and maintenance - grounds and buildings Repairs and maintenance - plant Permit fees Utilities - electric Utilities - gas Telephone		261,508 6,745 597 1,681 1,340 3,085 71 883 3,861 1,182 368
Total operating expenses		281,321
ADMINISTRATIVE EXPENSES Administrative fees/charges Insurance Accounting and audit fees Total administrative expenses Total expenses	_	1,800 10,597 4,530 16,927 298,248
OPERATING (LOSS)		(260,627)
OTHER INCOME (EXPENSES) Interest Grant - wellhead protection Wellhead protection (expenses)	_	15,438 15,973 (1,945)
Total other income		29,466
Change in net assets		(231,161)
NET ASSETS, Beginning of year	_1′	1,011,301
NET ASSETS, End of year		

The accompanying notes are an integral part of these financial statements

LIVINGSTON COMMUNITY WATER AUTHORITY STATEMENT OF CASH FLOWS FOR THE YEAR ENDED DECEMBER 31, 2004

CASH FLOWS FROM (USED-IN) OPERATING ACTIVITIES

Receipts from customers Payments to vendors		\$ 38,198 (30,791)
Net cash from operating activities		7,407
CASH FLOWS FROM (USED-IN) CAPITAL AND RELATED FINANCING ACTIVITIES Interest on reserved funds Acquisition of property, plant and equipment	\$ 15,030 (6,528,416)	
Net cash (used in) capital and related financing activities		(6,513,386)
CASH FLOWS FROM INVESTING ACTIVITIES Interest on operating funds		408
(Decrease) in cash		(6,505,571)
CASH AT JANUARY 1, 2004		6,947,258
CASH AT DECEMBER 31, 2004		<u>\$ 441,687</u>
CASH AT DECEMBER 31, 2004 RECONCILIATION OF OPERATING (LOSS) TO NET CASH FROM (USED-IN) OPERATING ACTIVITIES		<u>\$ 441,687</u>
RECONCILIATION OF OPERATING (LOSS)	15,973 261,508 (15,396) 4,384 355 3,155	\$ 441,687 (262,572)
RECONCILIATION OF OPERATING (LOSS) TO NET CASH FROM (USED-IN) OPERATING ACTIVITIES Operating (loss) Adjustments to reconcile operating income to net cash from (used in) operating activities Grant-wellhead protection Depreciation Changes in assets and liabilities Increase in accounts receivable - water billings/miscellaneous Decrease in accounts receivable - member townships Increase in accounts payable	261,508 (15,396) 4,384 355	

The accompanying notes are an integral part of these financial statements

NOTES

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FINANCIAL

STATEMENTS

NOTE 1 - DESCRIPTION OF ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity - The Livingston Community Water Authority was established on June 23, 2000, under Act No. 233, Public Acts of Michigan, 1955 as amended. The purpose of this Authority is to acquire, own, improve, enlarge, extend, operate, maintain, manage and administer water supply systems.

The financing of the water system has taken place at the township level. The related debt service funds are maintained in the financial statements of the three member townships.

The incorporating municipalities creating the Authority are Green Oak Township, Hamburg Township, and the Charter Township of Brighton, all in the County of Livingston. The Authority board is composed of two members from each of the incorporating municipalities who are voting members. The secretary and treasurer are non-voting members and are appointed by the six voting members.

The Authority purchased from an individual an existing well house, pumps, land and a distribution system in one subdivision with approximately 20 customers hooked to the water system in January 2003. The Authority is currently expanding the water system with monies contributed by each member Township. The current expansion will cover customers in Green Oak Township only.

Based on the criteria established by Government Accounting Standards Board (GASB) Statement Number 39, all funds, activities and agencies are included in the Authority's reporting entity.

<u>Enterprise Funds</u> - Enterprise funds are proprietary funds used to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

<u>Basis Of Accounting</u> - Basis of accounting refers to when revenues and expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

All proprietary funds are accounted for using the accrual basis of accounting. Their revenues are recognized when they are earned, and their expenses are recognized when they are incurred.

NOTE 1 - DESCRIPTION OF ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

A. SIGNIFICANT ACCOUNTING POLICIES

The accounts of the Authority are organized on the basis of a proprietary fund type, specifically an Enterprise Fund. The activities of this fund are accounted for with a separate set of self-balancing accounts that comprise the Authority's assets, liabilities, net assets, revenues, and expenses. Enterprise funds account for activities:

- 1. that are financed with debt that is secured solely by a pledge of the net revenues from fees and charges of the activity; or
- 2. that are required by laws or regulations that the activity's costs of providing service, including capital costs (such as deprecation or debt service), be recovered with fees and charges, rather than with taxes or similar reviews; or
- 3. that the pricing policies of the activity establish fees and charges designed to recover its costs, including capital costs (such as depreciation or debt service).

B. MEASUREMENT FOCUS

The financial activities of the Authority are accounted for on a flow of economic resources measurement focus, using the accrual basis of accounting. Under this method, all assets and liabilities associated with its operations are included on the statement of net assets; revenues are recorded when earned, and expenses are recorded when liabilities are incurred.

C. CASH AND CASH EQUIVALENTS

The Authority considers its deposits and restricted deposits and investments held with maturities of three months or less are considered to be cash equivalents.

D. CAPITAL ASSETS

Capital assets are stated at cost. Depreciation and amortization are computed using the straight-line method based on the estimated useful lives of the related assets, which range from 5 to 40 years for equipment and 5 to 40 years for buildings, structures, and improvements.

E. CONSTRUCTION-IN-PROGRESS

The costs of acquisition and construction of major plant and equipment is recorded as construction-inprogress. As facilities are accepted by the Authority and become operative, they are transferred to the facilities and improvements or machinery and equipment accounts and depreciated in accordance with the Authority's depreciation policies. Costs of construction projects that are discontinued are recorded as expense in the year in which the decision is made to discontinue such projects.

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NOTE 1 - DESCRIPTION OF ENTITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

F. CAPITALIZATION OF INTEREST

A portion of the interest cost incurred on capital projects is capitalized on assets that require a period of time for construction or to otherwise prepare them for their intended use. Such amounts are amortized over the useful lives of the assets.

G. PREMIUM, AND ISSUANCE COSTS

Bond discount, premium, and issuance costs are amortized over the term of the related bonds. No such bond discount/premiums or issuance costs were outstanding or issued during the year ended December 31, 2004.

H. INCOME TAXES

As a governmental agency, the Authority is exempt from both federal income taxes and Michigan Single Business Tax.

I. INVENTORY

The Authority values inventory at cost. The Authority had no inventory during the year ended December 31, 2004.

NOTE 2 - DEPOSITS WITH FINANCIAL INSTITUTIONS

Michigan Compiled Laws, Section 129.91, authorizes the Authority to deposit and invest in the accounts of federally insured banks, credit unions, and savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or Federal agency obligation repurchase agreements; bankers' acceptance of United States banks; commercial paper rated by two standard rating agencies within the two highest classifications, which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan. The Authority's deposits are in accordance with statutory authority.

The Governmental Accounting Standards Board Statement No. 3 risk disclosures for the Authority's deposits are as follows:

<u>Deposits</u>	arrying mount	Balance		
Insured (FDIC)	\$ 100,000	\$	100,000	
Uninsured and uncollateralized	 341,687		363,883	
Total deposits	\$ 441,687	\$	463,883	

NOTE 3 - ACCOUNTS RECEIVABLE

Accounts receivable consist of regular quarterly billings and penalties. Each year, accounts receivable that are over 90 days old will be placed on the tax roll for the applicable township. As of December 31, 2004 there was \$17,259 of outstanding receivables due to the Authority. No amounts were over 90 days old.

NOTE 4 - CAPITAL ASSETS

	Inception 1-1-04		Additions		Deletions		Balance 12-31-04	
Well, building and distribution Land	\$	2,807,265 298,233	\$	7,653,059	\$		\$	10,460,324 298,233
Total	<u>\$</u>	3,105,498	<u>\$</u>	7,653,059	<u>\$</u>		<u>\$</u>	10,758,557
Accumulated depreciation	<u>\$</u>	70,182	<u>\$</u>	<u> 261,508</u>	\$		<u>\$</u>	331,690
Construction in Progress	\$	1,124,643	\$	6,528,416	\$	7,653,059	\$	

Depreciation expense related to the portion of property, plant and equipment is recorded as a current expense in these financial statements. The member townships have paid the Authority their respective portion of costs related to the construction of the water system. These payments to the Authority are recorded as revenues by the Authority in the year they are received.

Depreciation is recorded on the straight-line basis over the estimated useful life of the asset which is 40 years.

NOTE 5 - STATEMENT OF CASH FLOWS

Pursuant to Governmental Accounting Standards Board (GASB) statement number 9, a statement of cash flows is presented. The purpose of the statement of cash flows is to explain the change in cash and cash equivalents during the year.

Cash equivalents are defined as short-term, highly liquid investments with original maturities of three months or less. The direct method was utilized to present cash flows from operations. The following is a summary of beginning and ending cash and cash equivalents:

	12-31-03	12-31-04		
Current assets Cash	\$ 50,982	\$ 59,756		
Restricted assets Cash - construction	6,896,276	<u>381,931</u>		
Total cash	<u>\$ 6,947,258</u>	<u>\$ 441,687</u>		

NOTE 6 - ESTIMATES

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 7 - RISK MANAGEMENT

The Authority is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Authority maintains commercial insurance coverage covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Authority.

NOTE 8 - SEGMENT INFORMATION

Selected financial information is as follows:

Operating revenue	\$	37,621
Depreciation		261,508
Total assets	•	10,886,471
Total net assets	•	10,780,140
Change in net assets		(231,161)

NOTE 9 - IMPLEMENTATION OF GASB STATEMENT NO. 34

The Authority has implemented the standards required by GASB Statement No. 34, for the year ended December 31, 2004. All required statements and disclosures have been included in the financial statements.